



United States Government

Department of Energy

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221

DATE: April 21, 2005

REPLY TO  
ATTN OF: CBFO:QA:DSM:LC:05-0930:UFC:2300.00

SUBJECT: Surveillance (S-05-11) of LLNL Washington TRU Solutions, CCP Services

TO: Rob Kong, DOE LLNL

Attached is the surveillance plan for Surveillance S-05-11 of the Lawrence Livermore National Laboratory/Central Characterization Project (LLNL/CCP) Services. The surveillance is scheduled for May 17-19, 2005.

If you have any questions or comments concerning the surveillance, please contact me at (505) 234-7491.

Dennis S. Miehl  
Senior Quality Assurance Specialist

### Attachment

cc: w/attachment

A. Holland, CBFO	*ED
K. Watson, CBFO	ED
D. Haar, WTS	ED
A. Fisher, WTS	ED
L. Porter, WTS	ED
S. Percy, WTS	ED
T. Putnam, CTAC	ED
M. Eagle, EPA	ED
E. Feltcorn, EPA	ED
S. Zappe, NMED	ED
S. Holmes, NMED	ED
D. Winters, DNFSB	ED

CBFO QA File  
CBFO M&RC  
WIPP Operating Record, MS 486-06



\*ED denotes electronic distribution



**CARLSBAD FIELD OFFICE SURVEILLANCE PLAN**

**Surveillance Number:** S-05-11

**Organization:** Lawrence Livermore National Laboratory (LLNL) / Washington TRU Solutions, Central Characterization Project (CCP) Services

**Organizations to be Notified:** LLNL/CCP  
New Mexico Environment Department (NMED)  
Washington TRU Solutions (WTS)  
Environmental Protection Agency (EPA)  
Defense Nuclear Facilities Safety Board (DNFSB)

**Date and Location:** May 17-19, 2005  
Carlsbad, New Mexico

**Surveillance Team:** Thomas Putnam Surveillance Team Leader, CTAC  
Dennis Miehl Management Representative, CBFO  
Priscilla Martinez Surveillance Team Member, CTAC  
Norm Frank Surveillance Team Member, CTAC  
Sandra Tanner Surveillance Team Member, CTAC

**Surveillance Scope:** The surveillance will evaluate, but not be limited to, the adequacy, implementation and effectiveness of characterization and certification activities that have been performed after the CBFO audit A-04-25 which was conducted on May 4 - 7, 2004, and LLNL/CCP project records disposition and turnover activities, including the preparation and turnover of applicable software programs for continued access and use.

**Activities/Tasks to be Assessed:**

Verification of the following LLNL/CCP activities will be performed:

- Project documentation closeout
- Acceptable knowledge documentation closeout
- Project records disposition
- Database archiving, electronic data storage & recoverability

**Governing Documents/Requirements:**

The surveillance will be based on the implementation of the following documents:

CBFO Quality Assurance Program Document, DOE-CBFO-94-1012

Contact Handled Waste Acceptance Criteria for the Waste Isolation Pilot Plant,  
DOE/WIPP-02-3122

Related LLNL/CCP implementing procedures

**Schedule of Surveillance Activities:**

The surveillance is scheduled to start Tuesday, May 17, 2005 at 8:00 A. M. at the designated WTS/CCP office facility in Carlsbad, NM.

The surveillance is scheduled to conclude on Friday, May 19, 2005 at 4:00 P. M. at the designated WTS/CCP office facility in Carlsbad, NM.

Prepared By: Thomas Putnam  
Thomas Putnam, Surveillance Team Leader

Date: 4-21-05

Approved By: D. J. Michls  
Dennis Michls, Quality Assurance Specialist

Date: 4-21-05